



If I decide to choose this option, how would I get started?

- Discuss Self-Directed Attendant Care with your case manager and study training materials to determine if the program is right for you.
- Complete and mail the enrollment packet to the fiscal intermediary that handles taxes and payroll.
- Work with your case manager to budget hours and services available in accord with your plan of care.
- Advertise, interview, and select an attendant.
- Work with your case manager to enroll the attendant with the fiscal intermediary.
- Train the attendant.
- Devise a back-up plan for when the attendant is not available.

For more information, contact:

- Local Area Agencies on Aging
1-800-986-3505
- Your Case Manager



State of Indiana

Family and Social Services Administration Division of Aging

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Job #4603

Taking Charge: Self-Directed Attendant Care



A new option in community-based in-home care for those receiving attendant services through Indiana's Aged and Disabled Medicaid Waiver

Beginning July 1, 2006, individuals may choose to:

- Become the employers of their own attendants
- Select, hire, train, and supervise their own attendants
- Design patterns of service that suit their own needs and preferences
- Receive help in managing payment of their attendants and
- Take charge of their own care and experience greater satisfaction with it.

**The new program is OPTIONAL,
not MANDATORY.**

Advantages of Self-Directed Attendant Care

- Self-direction may provide you and/or your family with an alternative to agency-based care.
- Self-direction may provide you with an opportunity to exercise more self-control, to arrange your care more conveniently for you, and to work with personal attendants who are familiar to you and whom you choose.
- Self-direction may give you an opportunity to arrange for services from more than one personal attendant or from a combination of agency-based care and Self-Directed Attendant Care, depending on your individual plan of care.
- Self-direction may give you a better understanding of the process of receiving services and making changes as conditions change.
- Self-direction may give you a part in ensuring that your personal attendant is giving you the best service available.



Bill Rogers' Story

Bill Rogers is a person who uses a wheelchair. He has limited use of his arms and legs but works part-time as a consultant for users of a particular computer program in a foreign land. He needs a few hours a day of attendant care to help him with some of the activities of daily living that are difficult for him. A lifelong night owl, he finds that he works best from his home late at night, offering advice to others over the Internet and by telephone.

It has been difficult for him to get attendant care during the hours that he needs them. By employing his own attendant, he found someone willing to work at night. This improved his quality of life and led to greater satisfaction with the services he receives.

Bill found an old high school classmate of his who was looking for a job. The two were old friends and knew they could get along with each other. After Bill hired his old friend, he found that life was easier and more enjoyable.

Challenges and Responsibilities

- As an employer, you or your representative will be responsible for hiring, training, supervising, and (if necessary) dismissing your personal attendant.
- As an employer, you will be responsible for completing all enrollment paperwork with the case manager and fiscal intermediary.
- As an employer, you will be responsible for maintaining timesheets and/or monitoring telephone call-in and call-out times for the attendant, monitoring time on the job, and evaluating performance.
- As an employer, you will be responsible for maintaining a positive, helpful working environment for yourself and your personal attendant(s). You will be responsible for resolving disputes that may arise.
- As an employer, you must have a back-up plan in place for your care when your personal attendant cannot report for work.
- As an employer, you will have a role in helping the personal attendant you choose become a properly enrolled provider in the fiscal intermediary's registry of providers.
- As an employer, you must report any changes in the employer/employee relationship to the fiscal intermediary.